

**DEPARTMENT OF THE ARMY
HEADQUARTERS, 18TH CORPS SUPPORT BATTALION
APO AE 09114**

AETV-SCS-A

14 Sep 04

MEMORANDUM FOR: All Customer Units and Activities

SUBJECT: External Standing Operating Procedures for ASP #1

1. Purpose: This SOP establishes procedures for obtaining ammunition services at ASP #1.
2. Applicability. This SOP applies to:
 - a. Activities and organizations drawing training ammunition and basic load ammunition or turning in training ammunition, basic load ammunition and recoverable residue or salvage to ASP #1.
 - b. Transportation units delivering ammunition to or hauling ammunition from ASP #1.
3. Recommended changes should be forwarded to the Control Officer, 529th Ordnance Company, at DSN 476-2750.

BRUCE H. FERRI
LTC, TC
Commanding

**DEPARTMENT OF THE ARMY
529TH ORDNANCE COMPANY
APO AE 09112**

AETV-SCS-AI

13 Sep 2004

MEMORANDUM FOR: All Supported Units of ASP #1 (SEE DISTRIBUTION)

SUBJECT: External SOP for ASP #1

1. References. Army references are accessible through AKO online; USAREUR references are accessible online at <https://www.aeiam.hqusareur.army.mil/library>.

- a. AR 190-11, Physical Security of Arms, Ammunition and Explosives, Feb 98.
- b. DA PAM 710-2-1, Using Unit Supply System, Dec 97.
- c. DA PAM 710-2-2, Supply Support Activity Supply System, Sep 98.
- d. DA PAM 700-19, US Army Munitions Reporting System, Apr 93.
- e. USAREUR Reg 700-130, Training Ammunition Management, May 02.
- f. USAREUR Reg 385-64, US Army Explosives Safety Program, Jul 00.
- g. USARUER Reg 55-355, Joint Transportation and Traffic Management, May 03
- h. USAREUR Reg 55-4, Safe Movement of Hazardous Goods by Surface Modes, May 03.
- i. USAREUR Reg 55-1, Motor Vehicles Operations On Public Roads, Jun 03.
- j. USAREUR REG 700-150, Conventional Ammunition Services, Apr 02.

2. PURPOSE. This SOP establishes procedures for:

- a. Obtaining ammunition services.
- b. Internal suspense procedures to ensure requests for training ammunition, and turn-in appointments are submitted promptly.

3. SUMMARY. This SOP encompasses the following subjects.

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- a. Annex A - General Information
 - b. Annex B - ASP Safety
 - c. Annex C - Transport Requirements
 - d. Annex D - Issue Procedures
 - e. Annex E - Missile Firing Reports
 - f. Annex F - Turn-In Procedures
 - g. Annex G - Reconciliation of accounts and clearing the ASP
 - h. Annex H - Points of Contact
 - i. Annex I - Supplementary Information
 - (1) Appendix 1 - Salvage and Residue Listing
 - (2) Appendix 2 - List of Cat I and Cat II Ammunition Special Precautions
 - (3) Appendix 3 - Frequently Asked Questions at the ASP
 - (4) Appendix 4 - ASP "Do's and Don'ts"
4. Scope. This SOP applies to all units and organizations drawing training ammunition from ASP #1 and transporting ammunition to and from ASP #1.
5. Responsibilities.
- a. Commanders will ensure their respective units meet the safety, transport, accountability and documentation requirements of this SOP. Insist on accountability of all unexpended ammunition items and accountable residue at all levels within your organization.
 - b. ASP personnel are responsible for ensure all ammunition accountability, safety, transport, documentation, inspection and storage requirements are adhered to and enforced.

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6. Contact the ASP #1 Front Desk (476-2750/2570, FAX number: DSN 476-2345) if there are additional questions. Phone number for ASP #1 Ammunition Surveillance Office is DSN 476-2235/3007, or FAX DSN 476-3233.

Michael J. Harvey
CPT, OD
Commanding

ANNEXES

Annex A - General Information

Annex B - ASP Safety

Annex C - Transport Requirements

Annex D - Issue Procedures

Annex E - Missile Firing Reports

Annex F - Turn-In Procedures

Annex G - Reconciliation of accounts and clearing the ASP

Annex H - Points of Contact

Annex I - Supplementary Information

Appendix 1 - Salvage and Residue Listing

Appendix 2 - List of Cat I and Cat II Ammunition Special Precautions

Appendix 3 - Frequently Asked Questions at the ASP

Appendix 4 - ASP "Do's and Don'ts"

Annex A - (General Information) to External SOP for ASP #1

1. The purpose of this Annex is to provide general information regarding ASP #1.
2. Ammunition Supply Point 1 supplies training ammunition for use at Grafenwoehr Training Area (GTA) and for Local Training Areas (LTA) throughout USAREUR. Following the procedures outlined in USAREUR Regulation 700-130, USAREUR Regulation 55-4, DA Pam 710-2-1 and this SOP will simplify the process of drawing and turning in training ammunition.
3. Hours of Operation.
 - a. Mon thru Wed & Fri: 0700 hrs - 1130 hrs
 1230 hrs - 1545 hrs
 - b. Thursday: 0700 hrs - 1200 hrs
 1300 hrs - 1500 hrs
 - c. On Thursdays 0700 - 1200 hrs, the ASP will conduct limited operations due to Sergeant's Time Training. It is open between 1300 - 1500 hours for receiving, processing or reconciling documents only. The ASP will close Thursday at 1500 hours for family time.
 - d. Holidays. ASP #1 will be closed on all American and all US Training Holidays; however, the ASP will process emergency issues and provide other support as warranted. The ASP will operate normal duty hours on German Holidays.
4. EMERGENCY ISSUES: According to AR 710-2, an emergency issue is defined as an unexpected, serious occurrence or situation urgently requiring prompt action, i.e. to support contingency operations when an operation is imminent (declared actual alert) or in progress, or an increase in Force Protection Condition of Charlie or above. The ASP will also process issues/turn-ins if the ammunition is restricted or suspended while in the hands of troops and this will be directed by Theater ammunition management agencies. In case of an emergency after duty hours or holidays, call DSN 476-2132/2133, CIV 09662-832132/2133 or call the BSB Staff Duty at 476-1500/1530.

Annex B - (ASP Safety) to External SOP for ASP #1

1. The purpose of this Annex is to provide specific safety and security information customer units ASP #1. Violations of these security procedures will immediately terminate the activity being conducted.

2. Ammunition storage areas are "NO SMOKING" areas.

3. The following items will not be allowed inside the ASP.

Petroleum	Cameras	Flame-producing devices	Oil
Axes	Compressed gas bottles	Lubricant	Shovels
Cellular phones	Crowbars	Weapons	Radios

a. Security of these items is a unit responsibility. The person in charge of the customer unit detail will sign a statement complying with the security requirements before entering the ammunition storage area.

b. A document provided by the ASP with following statement will be signed at ASP upon arrival:

"I STATE THAT ALL MATCHES, LIGHTERS, FLAME-PRODUCING DEVICES, WEAPONS, CAMERAS, CELLULAR PHONES, RADIOS, COMPRESSED GAS BOTTLES, AXES, SHOVELS, AND CROWBARS HAVE BEEN COLLECTED FROM PERSONNEL/VEHICLES OF MY DETAIL AND SECURED OUTSIDE THE ASP. I UNDERSTAND THAT IF ANY OF THESE ITEMS ARE FOUND WITH MY DETAIL WITHIN THE ASP, MY AMMUNITION REQUEST MAY BE CLOSED AND THE DETAIL ESCORTED FROM THE ASP."

4. Tactical radios mounted in vehicles may remain mounted as long as the radio is switched off and the microphone is left outside the storage area.

5. Drivers will obey posted speed limits.

6. Road Conditions. During winter months, snow and ice conditions may require that tank roads be declared AMBER, RED, or BLACK by the Chief, Operations Division, GTA. Other safety measures may be imposed by the Cdr, GTA, as necessary.

a. Dispatches of military vehicles will be limited to mission essential. All drivers of military vehicles will be thoroughly briefed on hazardous driving conditions. Cdr, GTA, may restrict training to prevent accidents. Vehicles will be equipped with chains. Vehicles within the ASP will require a ground guide. Inclement weather conditions may hamper ASP operations, and units may be delayed departing the ASP. Due to safety factors, QASAS personnel may restrict

Annex B - (ASP Safety) to External SOP for ASP #1

movement of MHE and ammunition handling operations inside the ASP.

b. Specific road condition requirements are required according to GTA SOP #1, Training Operations:

(1) "**AMBER**" - Commanders/Supervisors will continue to train. Drivers will be cautioned of the need for increased alertness. Chains will be placed on vehicles as deemed necessary by the ASP.

(2) "**RED**" - Training unit Commanders (0-5) or separate company commanders will authorize and approve all military dispatches of organic vehicles.

(3) "**BLACK**" - Commanders/Supervisors at all levels will assure that no vehicles are dispatched unless a life threatening situation occurs. Gate guards will instruct anyone who may be driving to proceed to the nearest shelter until the conditions change.

7. Unbanding operations. Bandcutters are the only tools allowed to cut banding from ammunition containers. ASP personnel will cut banding inside the ASP. Customer units should have bandcutters for use during field operations. Gloves, safety goggles, and face shields will be used during banding and unbanding operations. Banding material and other dunage generated from customer pickup or turn in will be disposed of properly by the unit at the Salvage area of the ASP.

8. Only those persons with a valid ASP pass or accompanied by ASP personnel will be allowed in the ASP.

Annex C (Transport Requirements) to External SOP for ASP #1

1. The purpose of this Annex is to provide specific transportation requirements customer for units drawing or turning in at ASP #1. Violations of these security procedures will immediately terminate the activity being conducted.
2. The documentation requirements of USAREUR Reg 55-4 for transportation of hazardous cargo over public highways must be met.
3. The following additional entries must be made on the pickup DA-Form 581 to be able to transport ammunition:
 - a. The proper shipping name (table B-2 of USAREUR Reg 55-4) followed by the initials of the governing document (table C-1 of UR 55-4).
 - b. The order of the entry is United Nations serial number, Nomenclature, Class and Group, Net Explosive Weight (leave blank, the issued quantity may be more or less than the requested quantity) of the shipment, and initials of publication. (For example, using the entry for 1,680 rds of FSC/DODAC 1305-A059 will be written as

(0012, CARTRIDGES FOR WEAPONS, INERT PROJECTILE, 1.4S,KG, ADR.)
4. Unit representatives responsible for ammunition transport will:
 - a. Ensure that vehicles sent to the ASP meet required safety standards prescribed in USAREUR Regulations (UR)55-1, 55-4, and 55-355. USAREUR Regulations 55-4 and 55-355 describe requirements for transporting ammunition and explosives.
 - b. Ensure drivers are briefed on safety requirements and emergency procedures for transporting explosives and ammunition (UR 55-4).
 - c. Ensure drivers are Haz 11 qualified and have ADR certificate with them. This is not required when transporting only Cat 1.4S.
5. Minimum Vehicle Safety Requirements. The minimum Vehicle Safety Equipment Requirements for an ammunition pickup include the following items as prescribed in UR 55-4.
 - a. First Aid kit (with emergency blanket & rubber gloves when transporting over public roads).
 - b. One (1) each 5 lbs. Capacity or 2 kg dry powder, and one (1) each 15 lbs. capacity or 6 kg dry powder fire extinguisher with valid fire department inspection seal.
 - c. Two metal reflective orange warning signs with a black border .
 - d. Two warning triangles with red reflectors.

Annex C (Transport Requirements) to External SOP for ASP #1

- e. Two amber-colored portable electric flashing lights w/batteries.
 - f. Sufficient tools to make minor repairs.
 - g. Two chock blocks.
 - h. NBC mask (when picking up HC-Smoke or CS).
 - i. Reflective vests (one per person).
 - j. Tie down straps to secure loads.
 - k. Tarpaulin as required (for transport on roads off the GTA).
 - l. Driver must have IN POSSESSION the HAZ 11 certification (awarded after successful completion of a 40 hour course offered at 7th CATC/or Designated USAREUR-approved driver academies). **NOTE:** Units drawing only Small arms ammunition categorized as Class/Group 1.4S in Table B-1, UR 55-4, and ADR 46/47, Ref C, **does not** require a hazardous materials driver training certification (ADR Certificate), regardless of quantity transported.
 - m. Each vehicle must have a licensed driver and co-occupant.
 - n. When carrying hydrogen chloride (HC) smoke over public highways, a special inhaler is required for the vehicle driver IAW German Law. Dexamethasone (NSN 6505-00-885-6302) is available through the medical supply system known as Turbinaire Decadron.
 - o. A filled eyewash bottle (6505-01-075-0679) when transporting CS.
 - p. Tire chains must be available for both front wheels and for at least one set of drive wheels, from 1 Nov thru 31 Mar, except on vehicles that are not designed to operate with chains.
 - q. DA Form 2404 or DD Form 5988-E for vehicle and/or trailer indicating last brake test performed IAW UR 55-4.
6. Transporting ammunition within the MTA
- a. Ammunition compatibility will be maintained on vehicles transporting training ammunition off the MTA. The ASP will not load vehicles in a combat configuration. The following authorized deviations apply according to UR 700-130 section V, paragraph 23 to units **only within the confines of the MTA:**

Annex C (Transport Requirements) to External SOP for ASP #1

- b. Dummy, drill, and inert items and ammunition and explosives of compatibility group S (USAREUR Reg 385-64) may be loaded with items from any compatibility group except groups A and L.
- c. Fuzes may be loaded in the same vehicles as the projectiles to which they belong.
- d. Primers may be loaded in the same vehicles as the propelling charges to which they belong.
- e. Fuzes, projectiles, primers, and propelling charges in equal numbers to make complete rounds may be loaded in the same vehicles.

Annex D (Issue Procedures) to External SOP for ASP #1

1. The purpose of this Annex is to specify instructions for units prior to arrival for ammunition issue, followed by issue procedures upon arrival at the ASP.

2. Preparation for Issues. Requesting units will take the following actions prior to arrival at the ASP for issue.

a. Submit all requests on DA Form 581 to ASP #1. Requests must enter the TAMIS computer system at least 10 days before the required delivery date (RDD).

b. Partial issues are no longer authorized. All ammunition listed on the DA Form 581 must be issued at one time. Units need to plan their ammunition requests accordingly.

c. Maintain a current DA Form 1687 (Notice of Delegation of Authority-Receipt for Supplies) for personnel authorized to approve, request, or receive training ammunition at ASP #1. Ensure Commander's assumption of command orders or the Property Book Officer (PBO) appointment orders accompany each DA Form 1687. Failure to have a current 1687 with Assumption of Command or PBO Appointment Orders will prohibit the issue of ammunition.

d. On the DA Form 1687 the requester of ammunition must be SFC/GS-7 and above. To receive the ammunition, it can be any soldier that the Commander has designated on the 1687.

3. Verification of Ammunition Requests: Prior verification of status for issuing ammunition is imperative.

a. Verify with ASP #1 that the required ammunition is on hand five days before the Required Delivery Date (RDD) for transportation request and two days for a unforecasted request. Unit verification will allow the ASP to confirm requirements are available and notify the unit of suspensions or supply problems that may impact on items requested. The unit must also indicate any requirements for overhead fire at this time and annotate requirements on DA Form 581.

b. Units that fail to verify prior to RDD and/or unforecasted requests can be subject to suspension upon arrival due to past infractions of the ASP regulations (i.e., previous incidents for which their accounts were frozen).

c. If customer unit fails verify status prior to RDD, they may experience a failure to receive ammunition that is requested in a timely manner.

4. Ammunition Pick Up Appointments

a. Make appointments for pickup at least 72 hours before the RDD. This will allow the ASP to schedule and anticipate work load requirements. The ASP will notify the unit of any special requirements for pickup of requested ammunition.

Annex D (Issue Procedures) to External SOP for ASP #1

b. Unit arriving more than 30 minutes late for a scheduled appointment are treated as "no-shows" and may be served after all other scheduled appointments or rescheduled. Consideration will be given on a case-by-case basis, when such factors as distance, weather, or other extreme extenuating circumstances prevent the unit from arriving on time. Poor planning can adversely affect a unit's ammunition draw. Consider weather, distance, and traffic factors during planning to ensure you arrive on time.

c. For units located at Grafenwoehr Training Area/Major Training Area (GTA/MTA), deliver an authenticated DA Form 581 to the ASP 24 hours before pickup. For other units (not in the Grafenwoehr/Vilseck area) will contact the ASP 24 hours before the scheduled pickup to verify their appointment. These units (not in the Grafenwoehr/Vilseck area) can fax a copy of the approved DA 581 for review by the ASP 24 hours in advance. However, the faxed copy cannot be used to issue ammunition.

d. When preparing your DA-Form 581, "Request for Issue," follow the sample and instructions provided in DA Pam 710-2-1, pg 152 and UR 700-130. Enter a Training Event Code as listed in Appendix I of DA-Pam 710-2-1, column 21, DA-Form 581. If the ammunition requested is used for different training events, prepare a separate DA Form 581 for each Training Event Code. Furthermore, annotate at the bottom of block 28 where the ammunition is expended i.e., "For Use at GTA" (LTA, MTA etc.).

e. Submitting your completed, correct DA Form 581. The original DA 581 must be presented when a unit comes to draw ammunition, and all signatures must be original.

5. Ammunition Security and Guard requirements. Units must provide one armed guard for each vehicle transporting Category I and II ammunition listed in AR 190-11 and DOD 5100.76-M on public roads. The guard must be present at the ASP, prior to reporting to the front desk for your scheduled appointment. Insist on accountability of all unexpended ammunition items and accountable residue at all levels within your organization. Units must also follow the procedures below.

a. Place CAT I and CAT II ammunition in the custody of a commissioned or warrant officer, NCO (Sergeant or above), or DOD civilian (GS-5 or above) according to AR 190-11 and DOD 5100.76-M. A Sergeant or above must sign block 31b of the DA 581, for CAT I and CAT II ammunition.

b. Place Cat III and IV ammunition under continuous positive control of designated responsible personnel according to AR 190-11 and DOD 5100.76-M.

6. Ensuring adequate transport for ammunition draw is a unit responsibility. Units must provide enough vehicles to transport requested ammunition. If your unit does not have enough vehicles for ammunition transport, contact your servicing Movement Control Team for requesting additional transport assets. Ensure vehicles meet required safety standards using DD Form 626 (Motor Vehicle

Annex D (Issue Procedures) to External SOP for ASP #1

Inspection) according to USAREUR Reg 55-4 and requirements in Annex C - Transport Requirements..

7. Unit must provide personnel to load and tie-down vehicles. Units must provide their own tie-down straps or blocking and bracing material necessary to secure the load. The ASP provides Class V only, not Class II and IV.

8. Ensure each vehicle carrying ammunition has a driver and co-occupant who meet the requirements of this SOP (see Annex C - Transport Requirements).

9. Issue Procedures. When the requesting unit arrives at the ASP to draw ammunition, the procedures below must be followed:

a. Draw only the quantity of ammunition required to conduct the planned training. Availability of weapons and personnel should be considered when computing required quantities (for example, if only 80 percent of personnel are available for the exercise, draw only 80 percent of forecasted ammunition). Remember, you will have to account for this ammunition at turn-in.

b. Leave ammunition in the original packaging until needed. Unpacking ammunition unnecessarily, exposes it to the elements and will result in additional man-hours to reclaim it if turned in. You should try to preserve the ammunition in the original containers (i.e., seals and bands intact) until ready to fire.

c. Draw requested DODIC categories' B, G and/or L type ammunition items once. Drawing small items in several issues requires preparation of light boxes for each issue, and is very time consuming.

d. The minimum Vehicle Safety Equipment Requirements for an ammunition pickup include the following items as prescribed in UR 55-4 and explained in detail in this SOP Annex C.

Annex E (Missile Firing Reports) to External SOP for ASP #1

1. The purpose of this Annex is to remind units of the requirement to document firing missiles for selected weapon systems.
2. A report is required for all weapon systems listed in DA Pam 700-19 (TOW, DRAGON, and HELLFIRE missiles as well as for every MLRS RPC).
3. Once these items are expended, the unit must provide this report in two copies to the ASP. Blank missile firing reports are provided to the unit at the time of issue. Completed firing reports will be turned in to the supporting ASP immediately after completion of training.

Annex F (Turn-in Procedures) to External SOP for ASP #1

1. The purpose of this Annex is to specify instructions for units prior to ammunition turn in, during turn in, and preparing to close out (reconcile) their account at ASP #1. Units will turn-in unexpended ammunition and salvage or residue of expended training ammunition before leaving the GTA/MTA. Outstanding documents will be reconciled within five workdays after completing the training exercise. Failure to complete reconciliation will result in unit suspension from drawing training ammunition until such action is completed.

2. Preparation for turn-in.

a. Units will coordinate turn-in dates with the ASP during the units' pickup appointment. Make separate appointments with the ASP for the unit's "live" turn-ins and "residue" turn-ins. The ASP must be given at least 72 hours notice of the intended turn-in if coordination was not made during the pickup appointment. Without advance coordination, turn-ins will be taken on a first-come-first-serve basis as there are other units with scheduled appointments.

b. CTA Items. If the unit requested live ammunition on a CTA basis, this ammunition will also be reconciled. If it has accountable residue, it has to be turned in before the unit reconciles their account.

c. If a unit is planning to turn in live ammunition and residue, the residue should be transported in a separate vehicle or trailer. Units that schedule a turn in for more than one document should segregate the ammunition (live serviceable, live unserviceable, salvage and residue) to be turned in by document number. This will make the turn in process quicker and easier.

(1) Turn-ins of live ammunition are considered "SERVICEABLE" when they have not been opened or had seals removed or broken. All other live turn-ins are considered "UNSERVICEABLE."

(2) Ammunition is unserviceable when turned-in incomplete or damaged (for example, missing propelling charges, missing safety pins, bent or damaged rounds, loss of lot identity) is unserviceable. Units will not receive turn-in credit for ammunition damage from other than FWT, and are suspended from drawing further training ammunition, until the unit has initiated a Report of Survey (DA Form 4697). The unit must provide proof of the Report of Survey (with assigned number) before it can clear the ASP. The Report of Survey number is entered in the remarks block of DA Form 581.

(3) If damage is suspected, obvious, or if the original containers have been opened (seals or banding broken), all ammunition will be inspected by QASAS personnel to determine its condition. It is to the customer's advantage to open only the amount of ammunition needed for immediate use.

3. Turn-In Documentation

Annex F (Turn-in Procedures) to External SOP for ASP #1

a. Ensure copies of the turn-in DA-Form 581's are properly completed, legibly typed or printed and that it references the original TAMIS issue document number, lists the lot numbers, and the unit has in its possession a validated copy of the AE Form 700-130A/B-R before departing the ASP. This document is produced in TAMIS at the ASP's Customer Service section when completing reconciliation. The unit will need this documentation to clear the MTA. The unit cannot clear the ASP until all ammunition is accounted for and all issue documents are properly reconciled.

b. Documentation. The ASP will accept all ammunition that was issued under a specific issue document. Ammunition that was not issued under the specific issue document will require the unit to construct a new DA 581 for turn in. The unit will be responsible for identifying the issue document number that the ammunition was issued from.

c. Customer units will prepare separate turn-in documents for "live serviceable," "unserviceable ammunition," and "residue" of expended ammunition IAW DA Pamphlet 710-2-1, para 11-9a & 11-16.

d. Lot numbers for live ammunition items will be listed on DA Form 581 with the quantity shown for each lot number. If the lot number is unknown, the lot number column will be left blank. Lot numbers are not required for salvage and residue items, only for live turn-ins.

e. DA Form 581 will contain justification for the turn-in (for example, excess training ammunition). DA Form 581s for turn-in of ammunition and components must be signed by the commander, PBO, or designated representative (Block 13c). The signature must match the one that is on the DA 1687 signature card that is on file at the ASP.

f. USAREUR Reg 700-130 section IV, paragraph 14.i. provides more explicit details on the turn-in process. The AE Form 700-130 will be forwarded by the customer unit to the TAMIS manager so it can be cleared from the database.

4. Turn-In Procedures: Live ammunition found during salvage turn-ins will cause the unit to be suspended and rejected. The ASP will require reinspection by an officer of the customer unit and recertification by the first 0-5 (LTC) in the chain of command.

a. The customer unit will provide personnel to unload, unpack, and reload inspected ammunition for movement to the storage area. Firing small quantity lots first and turning in ammunition in unopened containers will greatly reduce the turn-in processing time. Open ammunition is affected by a service life and must be returned with the original container taped closed and marked with the date that it was opened.

b. Live Ammunition:

(1) Place all live ammunition in a 'safe' condition (consolidated and secured), pack it in the

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original containers, and segregate it by type, lot number and condition.

(2) If boxes containing time fuzes or time-fused ammunition have been opened, check contents prior to the turn-in and set to "safe" position if applicable.

(3) Load serviceable and unserviceable ammunition by type in separate trucks, if possible; separate vehicles reduce handling and speeds the turn-in process.

(4) Live ammunition and salvage or residue items are not to be transported in the same vehicle due to ammunition accountability and safety hazards of mixing live rounds in residue or salvage.

c. Actions Prior to Turn in of Residue or Salvage Items.

(1) The residue items the unit turns in to the ASP are the only proof that training ammunition Annex F (Turn-in Procedures) to External SOP for ASP #1 issued, and not turned-in "live," was actually expended. The DA-Form 581 for Salvage Turn-in is a vital part of the reconciliation process.

(2) Units should count, segregate and inspect all residue items that must be turned-in. Ensure the ammunition is segregated by document, if more than one document is being turned in.

(3) Before arrival at the ASP, components of expended ammunition and associated packing materials required for turn-in will be inspected by the unit turn in with the inspection performed by an NCO (E-6 or above) or an officer. All main gun and propelling charge lids will be removed for inspection prior to arrival at Residue area.

(4) The inspecting official (from the unit) must conduct a complete and thorough inspection will include and sign the following statement on DA Form 581 or execute the statement at the ASP:

"Contents have been inspected. They do not contain any live rounds, unfired primers, explosives, or other dangerous materiel."

(5) The ASP will compare the quantity of residue items turned in, with the quantity of items issued on the original issue document. The unit is required to account for all training ammunition losses indicated by missing residue items.

(6) The extract of USAREUR Reg 700-130, APP D (Appendix 1 to Annex I in this SOP) provides the allowable losses for accountable residue. This list (Appendix A of this SOP) includes residue generated from expenditure of ammunition, this includes items with special disposal requirements and monetary salvage value (i.e., metal ammunition cans, wooden boxes, main tank gun metal containers, propelling charge metal containers etc.). These items will be

Annex F (Turn-in Procedures) to External SOP for ASP #1

returned to the salvage area at the ASP for Explosive Free Certification Verification by QASAS personnel and the unit turning in.

(7) The unit should use the extract of App D, UR 700-130, provided in this SOP (Appendix A), when deciding exactly what must be returned to the ASP in order to prove expenditure. The allowable loss accepted by the ASP is shown in this table. The unit should count or weigh all its residue items before arriving at the ASP. If a percentage figure is not indicated for a residue item, there is no allowable loss; and the unit must bring back 100% of this residue to prove expenditure. Contact the ASP from which the ammunition was issued to get information about any DODIC received that is not listed in Appendix 1, Annex I.

d. Residue Turn-In Documentation. When preparing your DA-Form 581, "Request for Residue Turn-in," the following will be annotated on the DA Form 581:

(1) For each DODIC of ammunition the unit was issued, enter the NSN, DODIC and Nomenclature of all required residue items in columns 16, 17 and 18.

(2) Enter the required quantity for turn-in in column 20. For example, if issued 1680 ea A059, 5.56mm Ball Cartridges and none were turned-in live, then the residue turn-in of A059-NSN, Ctg Case, 5.56mm, fired, must show at least a quantity of 1596 (1680 rds - 5 % allowable loss).

e. Actual Turn-In of Residue and Salvage. When the unit arrives at the ASP for salvage turn-in, it will be directed to the salvage yard where the residue is counted (or weighed). The salvage yard Annex F (Turn-in Procedures) to External SOP for ASP #1 personnel will enter this quantity in column 23 of DA-Form 581 and the DA Form 581 returned to the front desk for clearance. The unit cannot clear the ASP until all ammunition is accounted for and all issue documents are properly reconciled.

(1) If no differences occur, the document can be reconciled and the unit can be cleared on AE Form 700-130A/B-R. AE Form 700-130A/B-R requires an officer's signature in block O. Instructions on completing AE Form 700-130A-R or AE Form 700-130B-R can be found in UR 700-130 appendix C.

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(2) If the unit has a shortage that is above the allowable loss for a residue item from App D, UR 700-130, the loss must be explained or accounted for by a certificate typed on DA-Form 5811-R, Certificate - Lost or Damaged Class V Ammunition Items (instructions for DA Form 5811-R are in DA PAM 710-2-1). The ASP will assist you in determining precisely what shortages must be accounted for. The unit cannot clear the ASP until all ammunition is accounted for and all issue documents are properly reconciled.

(3) The unit is given five working days to turn in the DA Form 5811-R to the ASP. If the unit

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fails to turn in the required statement within this time frame, the unit will be suspended. No further issues of training ammunition will be made until the turn-in action is completed and the AE Form 700-130A/B-R is validated by the ASP. The unit's Battalion Commander must personally certify in writing:

- (a) Any residue shortage that exceeds the allowable losses specified in App D, UR 700-130, was solely the result of the nature of the training event that prevented collection of all residues.
- (b) That the action has been taken under provisions in AR 190-11 or AR 735-5 (if applicable) to determine the cause of the shortage.
- (c) In lieu of the Battalion Commander, the acting Battalion Commander may sign provided the acting commander's assumption of command orders accompany the turn in or be on file at the ASP. If the unit presents a certificate signed by other than an LTC or equivalent commander (or higher), or documents not properly authenticated, they will not be accepted as proof of expenditure. Signed certificates that do not show the accountable residue shortages (column 4a not completed) will not be accepted by the ASP.
- (d) Do not have the Battalion Commander sign the certificate until the shortages are known.

5. Turn-In of Specially Controlled Training Ammunition (Expenditure Certification (DA Form 5692-R). (See Appendix 2 of this SOP for a list of controlled items)

- a. The Unit Range Safety Officer (SSG or above) will sign DA-Form 581 (Request for Issue or Turn-in of Ammunition) or DA Form 5515-R and control all items (coded "T" in appendix D, UR 700-150 or Appendix A) while at the range. **The Unit Range Safety Officer will personally observe placement of charges, actual detonation, and certify the quantity of all items expended. Certification will be completed on DA Form 5692-R (Ammunition Consumption Certificate).**
- b. DA Form 5692-R (Ammunition Consumption Certification) is required for those items coded "T". If residue and live ammunition turn-in quantity is less than the quantity of ammunition issued, units Annex F (Turn-in Procedures) to External SOP for ASP #1 will furnish the ASP with DA Form 5811-R (Certificate-Lost or Damaged Class V Items).
- c. The Unit Range Safety Officer will certify quantity drawn, quantity returned, and quantity consumed in training at the range. An officer, W01 or above, will serve as the Unit Range Safety Officer at any training event requiring expenditure of explosives at locations other than ranges on US Army installations; or when Category I items are used in live fire exercises. All CAT I items (i.e., Dragons, Stingers, AT-4) require a DA Form 5692-R, Ammunition Consumption Statement, IAW DA Pam 710-2-1 by serial number.

Annex F (Turn-in Procedures) to External SOP for ASP #1

d. The original copy of DA Form 5692-R will be attached to the turn-in document (DA Form 581). The following statement, signed by the Unit Range Safety Officer, will be placed on the turn-in document (DA Form 581): "All items drawn on document number XXXXXX-XXXX-XXXX were properly expended or returned."

f. Documents mentioned above must be provided to the ASP during the turn-in/reconciliation process. The ASP will not clear units without the required certification and signatures.

Annex G (Reconciliation Procedures and Clearing the ASP) to External SOP for ASP #1

1. The purpose of this Annex is to specify instructions for units reconciling their ammunition accounts at the ASP to ensure a smooth, efficient clearing process.

2. General.

a. Units will clear the ASP as part of MTA out processing by turning in and accounting for residue and live ammunition. The unit cannot clear the ASP until all ammunition is accounted for and all issue documents are properly reconciled.

b. The actual reconciliation of your ammunition account should be started not later than 13:00 hrs to ensure adequate and timely processing for the unit.

3. Documentation. The following documents are required to clear the ASP:

a. DA Form 581 for live serviceable or unserviceable ammunition and residue or salvage turn-ins.

b. AE Form 700-130A-R

c. DA Form 5811-R for any residue or salvage shortages requiring reconciliation.

d. DA Form 5692-R for items coded T.

e. If a certificate is required from the unit's Battalion Commander to account for ammunition losses, the unit is given five working days to turn in the DA Form 5811-R to the ASP. If the unit fails to turn in the required statement within this time frame, the unit will be suspended. No further issues of training ammunition will be made until the turn-in action is completed and the AE Form 700-130A/B-R is validated by the ASP.

4. Section IV of USAREUR Reg 700-130 provides further instructions the unit must follow to clear the ASP. However, the following helpful hints will assist the unit in clearing the ASP:

a. Arrange to clear the ASP within the required time limits. All issues for training at the MTA must be reconciled and closed out within five workdays of completion of training. All issues for home station training must be reconciled and closed out 90 days after you have been issued the ammunition. In either case, no new issues will be made until all existing DA Form 581s are reconciled.

b. It is highly recommended that the unit arrange for partial turn-ins with the ASP prior to completion of density. Each turn in DA 581 must have its own document number. This will help prevent a huge backlog during turn-in.

c. Make sure the paperwork is in order. All accountable residue items (UR 700-130, App D) and residue items on the Automatic Return Items List must be listed on the DA Form 581 for

Annex G (Reconciliation Procedures and Clearing the ASP) to External SOP for ASP #1

each DODIC that was issued, and not turned in "live." Make sure the quantities agree with the original issue document.

d. Do not combine the unit's salvage (residue) items with other salvage material. Salvage from Home Station and MTA Issues must be turned in separately.

e. Use standard issue procedures using DA Form 581 or if applicable, procedures outlined in Annex G (Reconciliation Procedures and Clearing the ASP) to External SOP for ASP #1

Para. 11-13, DA-Pam 710-2-1 when issuing ammunition to the users, accountability must be maintained for both ammo and accountable residue.

f. Use a DA-FORM 5515-R when the unit subsequently issues its training ammunition to the user. Insist on accountability of all unexpended ammunition items and accountable residue at all levels within your organization.

Annex H (Points of Contact) to External SOP for ASP #1

1. This annex includes the following points of contact that provide information and assistance regarding ASP operations.

2. Points of Contact:

a. Contact the ASP #1 Front Desk (476-2750/2570, FAX number: DSN 476-2345) if there are additional questions.

b. Phone number for ASP #1 Ammunition Surveillance Office is DSN 476-2235/3007, or FAX DSN 476-3233.

c. Cdr, 529th Ordnance Company 476-3288.

d. 18th Corps Support Battalion Support Operations Officer 475-8316.

Annex I (Supplementary Information) to External SOP for ASP #1

1. This annex includes the following appendices that provide supplementary information on their respective subjects.
2. These appendices provide additional information and guidance within the format of this SOP as a convenience to supported units.
 - a. Appendix 1 - Salvage and Residue Listing
 - b. Appendix 2 - List of Cat I and Cat II Ammunition Special Precautions
 - c. Appendix 3 - Frequently Asked Questions at the ASP
 - d. Appendix 4 - ASP "Do's and Don'ts"

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

1. Format.

a. Department of Defense Identification Code (DODIC)

b. Nomenclature. Residue items generated require turn-in for reconciliation.

c. Reconciliation Code. The action required as follows:

(1) **R:** residue to be returned to the ASP or ATP for reconciliation.

(2) **S:** supplementary charge removed from the projectile for each deep well fuze expended, to be returned to the ASP.

(3) **T:** requires preparation of DA Form 5692-R (Ammunition Consumption Statement) IAW DA Pam 710-2-1 or Firing Data Report IAW DA Pam 700-19.

(4) Allowable loss. The unit must turn in all residue coded for reconciliation. The percentage listing is the allowable loss of residue items. Items with an asterisk have no allowable loss and the unit must return all items. If the turned in residue and live ammunition are less than the quantity of ammunition issued and the difference is greater than the allowable loss the unit commander will initiate DA Form 5811-R (Certificate - Lost or Damaged Class 5 Ammunition Items) IAW DA Pam 710-2-1, para 11-16.

2. Below listed residue and packing material must be returned to the servicing ASP to prove expenditure of ammunition IAW USAREUR Reg 700-150.

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
A010	10-gauge Blank NSN;Box,wooden	500 1	R	0%
A011	12-gauge buckshot Can,mtl,M2A1 Box,wb,w/ends	240 2 1	R	0%
A059	5.56mm ball Can,mtl,M2A1 Box,wb,w/ends	1680 2 1	R	5%
A062	5.56mm ball linked Can,mtl,M2A1 Box,wb,w/ends	1600 2 1	R	5%

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
A063	5.56mm tracer Can,mtl,M2A1 Box,wb,w/ends	1640 2 1	R	5%
A064	5.56mm 4x1 linked Can,mtl,M2A1 Box,wb,w/ends	800 2 1	R	5%
A065	5.56mm plastic ball Box,wooden	2000 1	R	5%
A068	5.56mm tracer Can,mtl,M2A1 Box,wb,w/ends	1640 2 1	R	5%
A071	5.56mm ball Can,mtl,M2A1 Box,wb,w/ends	1680 2 1	R	5%
A072	5.56mm tracer Can,mtl,M2A1 Box,wb,w/ends	1680 2 1	R	5%
A075	5.56mm blank linked plastic magazine Can,mtl,M2A1 Box,wb,w/ends	800 4 2 1	R	20%
A075	5.56mm blank linked plastic magazines Can,mtl,PA108 Box,wb,w/ends	1600 8 2 1	R	20%
A080	5.56mm blank Can,mtl,M2A1 Box,wb,w/ends	2280 2 1	R	20%
A086	22 cal ball Fiber,container	5000 1	R	5%

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
A090	22 cal match	5000	R	5%
A102	7.62mm ball f/AK47	1100	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A103	7.62mm blank f/AK47	1320	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A111	7.62mm blank	800	R	20%
	Can,mtl,M19A1	4		
	Box,wb,w/ends	1		
A112	7.62mm blank (Sgl RD)	1200	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A127	7.62mm 4x1 linked	600	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A130	7.62mm 4x1 linked	840	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A131	7.62mm 4x1 linked	600	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A140	7.62mm tracer	920	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A143	7.62mm ball linked	800	R	5%
	Can,mtl,M19A1	4		
	Box,wb,w/ends	1		

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
A146	7.2mm tracer linked Can,mtl,M19A1 Box,wb,w/ends	800 4 1	R	5%
A151	7.62mm 4x1 linked Can,mtl,M19A1 Box,wb,w/ends	800 4 1	R	5%
Z151	7.62mm 3x1 linked Can,mtl,M19A1 Box,wb,w/ends	800 4	R	5%
A171	7.62mm match Can,mtl,M21 Box,wooden	920 2 1	R	5%
A182	30 cal ball Can,mtl,M21 Box,wooden	1200 2 1	R	5%
A212	30 cal ball Can,mtl,M21 Box,wdn,M23	1040 2 1	R	5%
A216	30 cal ball Can,mtl,M21 Box,wdn,M23	1040 2 1	R	5%
A218	30 cal 4x1 linked Can,mtl,M19A1 Box,wb,w/ends	1000 4 1	R	5%
A358	9mm pract. (AT-4) Box,plywood	3000 1	R	5%
A360	9mm ball Box,wooden	3840 1	R	5%
A363	9mm ball Can,mtl,M2A1 Box,wb,w/ends	2000 2 1	R	5%

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
A400	38 cal ball	2400	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A475	45 cal ball	2000	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A479	45 cal tracer	2000	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A482	45 cal ball wadcutter	2000	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A483	45 cal match	2000	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A520	50 cal 4x1 linked	170	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
A540	50 cal 4API x1 linked	210	R	5%
	Can,mtl,M2	2		
	Box,wooden	1		
A543	50 cal API-T linked	224	R	5%
	Can,mtl,M21	2		
	Box,wooden	1		
A552	50 cal ball	240	R	5%
	Can,mtl,M21	2		
	Box,wooden	1		
A555	50 cal ball linked	200	R	5%
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT	PACK	CODE	ALLOWABLE LOSS
A557	50 cal 4x1 linked	200		R	5%
	Can,mtl,M2A1	2			
	Box,wb,w/ends	1			
A572	50 cal tracer linked	200		R	5%
	Can,mtl	2			
	Box,wb,w/ends	1			
A573	50 cal tracer linked	210		R	5%
	Can,mtl,M2A1	2			
	Box,wb,w/ends	1			
A574	50 cal spotter-tracer	220		R	5%
	Can,mtl,M2A1	2			
	Box,wb,w/ends	1			
A576	50 cal API linked	200		R	5%
	Can,mtl,M2A1	2			
	Box,wb,w/ends	1			
A579	50 cal spotter-tracer	220		R	5%
	Can,mtl,M2A1	2			
	Box,wb,w/ends	1			
A585	50 cal API-T linked	200		R	5%
	Can,mtl,M2A1	2			
	Box,wb,w/ends	1			
A587	50 cal 4x1 API	200		R	5%
	Can,mtl,M2A1	2			
	Box,wb,w/ends	1			
A598	50 cal blank linked	200		R	20%
	Box,mtl	2			
	Box,wb,w/ends	1			
A599	50-cal blank linked	170		R	20%
	Can,mtl,M2A1	2			
	Box,wb,w/ends	1			

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
A602	50 cal plastic Can,mtl,M2A1 Box,wb,w/ends	200 2 1	R	5%
A605	50 cal ball linked Can,mtl,M2A1 Box,wb,w/ends	170 2 1	R	20%
A896	20mm 4TPx1TP Can,mtl,M548	100 1	R	50%
A940	25mm TPDS-T linked	50	R	5%
A976	25mm TP-T linked Box,wood	30 1	R	5%
B118	30mm TP Can,mtl,M592	110 1	R	50%
B120	30mm TP linked Box,mtl,M592	72 1	R	50%
B470	40mm TP Linked Box,wb	50 1	R	*
B480	40mm Practice Box,wb	50 1	R	*
B504	40mm Green Star Can,mtl,M2A1 Box,wb,w/ends	44 2 1	R	*
B505	40mm Red Star Can,mtl,M2A1 Box,wb,w/ends	44 2 1	R	*
B506	40mm Red Smoke Can,mtl,M2A1 Box,wb,w/ends	44 2 1	R	*

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
B508	40mm Green Smoke	44	R	*
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
B509	40mm Yellow Smoke	44	R	*
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
B519	40mm Practice	75	R	5%
	Box,wood	1		
B535	40mm White Star	44	R	*
	Can,mtl,M2A1	2		
	Box,wb,w/ends	1		
B546	40mm HE	72	R	*
	Box,wb	1		
	Bandoleers,w/built in spt	12		
B568	40mm HE	72	R	*
	Box,wb	1		
	Bandoleers,f/plastic spt	12		
	Support plastic,f/band	24		
B571	40mm HE	50	R	5%
	Link,ctg	50		
	box,wb	1		
B577	40mm Practice	72	R	*
	Box,wb	1		
	Bandoleers,f/plastic spt	44		
	Support plastic,f/band	24		
B584	40mm TP	48	R	*
	Can,mtl,M548	1		
B591	35mm TP-T (Subcal CEV)	16	R	*
B592	35mm TP-T	60	R	*

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
B627	60mm Illum Box,wooden	9 1	R	*
B623	Fin Assy, 60mm Mtl,container	175 5	R	*
B632	60mm HE box,wooden	12 1	R	*
B642	60mm Box,wb Can,mtl Cnt,fbr	16 1 2 16	R	*
C025	75mm Blank Box,wooden	15 1	R	*
C226	CTG, 81mm Illum Box,wdn,f/jungle pack	3 1	R	*
C256	CTG, 81mm HE Box,wdn	3 1	R	*
C440	105mm Blank Box,wdn	10 1	R	*
C445	105mm HE Supplementary charge Box,wdn	2 2 1	R	*
C449	105mm Illum Box,wdn	2 1	R	*
C452	105mm SMK HC Box,wdn	2 1	R	*

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
C479	105mm SMK HC	1	R	*
C706	4.2in illum	2	R	*
	box,wdn	1		
	Plug closing,mtl	2		
	Disc,mtl f/fiber ctn	2		
	Pin, f/obturing mech	2		
C784	120mm TP-T	1	R	*
	Mtl,Container	1		
	AFT,caps	1		
C785	120mm TPCSDS-T	1	R	*
	Mtl,Container	1		
	Box,wdn	1		
C868	CTG, 81mm HE	3	R	*
	Mtl,container	1		
C876	CTG, 81mm, M880	8	R	*
	Box,wb	1		
C995	84mm Rocket, AT-4	1	T/R	*
	Launcher	1		
	Box,wdn	1		
D505	155mm Illum	8	R	*
	Pallet assembly(top&bot)	1		
	Grommet,type 1(plastic)	8		
	Grommet,metal	8		
	Plug,lifting	8		
D506	155mm HC	8	R	*
	Pallet assembly(top&bot)	1		
	Grommet,type 1(plastic)	8		
	Grommet,metal	8		
	Plug,lifting	8		
D510	155mm Copperhead	1	R	*

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
D513	155mm Practice Pallet,wood	8 1	R	*
D540	155mm prop chg GB Container,mtl,w/cover Gasket f/container mtl	2 1 1	R	*
D541	155mm prop chg WB Container,mtl,w/cover Gasket f/container mtl	1 1 1	R	*
D544	155mm HE Pallet assembly(top&bot) Grommet,type 1(plastic) Grommet,metal Plug,lifting	8 1 8 8 8	R	*
D570	165mm HEP Box,wdn	1 1	R	*
D590	165mm TP Box,wdn	1 1	R	*
G878	Fuze,hand gren,prac pull ring w/saf pin safety lever body, fuze exp	360 360 360	R	*
G839	7.62mm Rifle Grenade Can,mtl,M2A1 Box,wb,w/ends	580 2 1	R	5%
G841	5.56mm Rifle Grenade Can,mtl,M2A1 Box,wb,w/ends box,wdn	2080 2 1 1	R	5%
G881	Hand Grenade, Frag Box,wdn	30 1	T/R	*

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
G930	Grenade, smoke HC	16	R	*
	pull ring w/safe pin	16		
	safety lever	16		
	box,wdn	1		
G940	Gren,hand green smoke	16	R	*
	pull ring w/safe pin	16		
	safety lever	16		
	box,wdn	1		
G945	Gren,hand yellow smoke	16	R	*
	pull ring w/safe pin	16		
	safety lever	16		
	box,wdn	1		
G950	Gren,hand red smoke	16	R	*
	pull ring w/safe pin	16		
	safety lever	16		
	box,wdn	1		
G955	Gren,hand violet smoke	16	R	*
	pull ring w/safe pin	16		
	safety lever	16		
	box,wdn	1		
G963	Gren,hand riot cont	16	R	*
	pull ring w/safe pin	16		
	safety lever	16		
	box,wdn	1		
H108	MLRS Practice	6	T/R	*
H110	66mm Rocket incendiary	16	T/R	*
H185	MLRS reduced rng Pract	6	T/R	*
H490	2.75in rocket HE	4	R	*
	box, plywood	1		
	ctn fiber	4		
	fin protector	4		

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
H557	66mm Rocket, AT (LAW)	1	T/R	*
	Expended, Tube	1		
	Box,wb	1		
H708	35mm Rocket, Practice	90	T/R	*
	Box,wb	1		
K002	Activ. AT mine prac.	180	R	*
	Box wdn	1		
	ctn. mtl	180		
K010	Burster, Incendiary	20	T/R	*
	Box,wdn	1		
K051	Fuze mine AT prac.	180	R	*
	box wdn	1		
	ctn mtl	180		
K092	Mine, AP, M16	4	T/R	*
	Box,wdn	1		
K121	Mine, AP, A14	90	T/R	*
	Box,wdn	1		
K139	Mine Ap prac.	6	R	5%
	box wdn	1		
	test set	1		
	firing device	6		
K143	Mine, AP, M18A1	6	T/R	5%
	Box,wdn	1		
	Test set,M40	1		
	Firing device,M57	6		
K180	Mine, AT, Heavy M15	1	T/R	*
	box,wdn	1		
K181	Mine, AT, Heavy M21	4	T/R	*
	Box,wb	1		

Appendix 1 (Salvage and Residue Listing) (Extract of App G, UR Reg 700-130 / DA PAM 710-2-1) to Annex I of External SOP for ASP #1

DODIC	NOMENCLATURE	UNIT PACK	CODE	ALLOWABLE LOSS
K250	Mine, AT, M19	2	T/R	*
K765	Riot cont,agent cap. box wdn ctn mtl	As req As req As req	R	*
K768	Chem agent CS-1 box wdn	40 lb 1	R	*
K865	Smoke pot, 5-8 min	1	T/R	*
K866	Smoke pot, 10-20 min Box,wdn Container,mtl	1 1 1	T/R	*
K867	Smoke pot, floating Box,wdn Container,mtl	1 1 1	R	*
All M (Mike) items (except inert)			T	*
All TOW DODICs			T/R	*
ALL Stinger DODICs			T/R	*
All Dragon DODICs			T/R	*
All Hellfire DODICs			T/R	*

Above listed items must be turned in to the ASP by the using unit for reuse or due to the monetary salvage value or because of special disposal requirements. Packing material not contained in this list must be turned in to the sanitary landfill after it has been checked to be free of explosives.

**ALL WOODEN PACKING MATERIAL
(PALLETS, SPACERS, BOXES AND WIREBOUND CRATES)
MUST BE RETURNED TO THE ASP !!!**

Appendix 2 (Listing of Category I and Category II Ammunition Special Precautions) to Annex I of External SOP for ASP #1

1. The following is a list of DODICs that require special security precautions IAW UR 55-4, AR 190-11, UR 190-11. **The listed ammunition below requires armed guard surveillance. A NCO (Sergeant or above) must sign block 31b on the DA 581.**

<u>DODIC</u>	<u>CATEGORY</u>	<u>DODIC</u>	<u>CATEGORY</u>
C995	I	M036	II
H557	I	M038	II
PL22	I	M039	II
PL23	I	M060	II
PL34	I	M420	II
G880	II	M421	II
G881	II	M587	II
G911	II	M591	II
H110	II	M756	II
K092	II	M757	II
K121	II	M913	II
K143	II	M965	II
K146	II	M995	II
K152	II	M996	II
K180	II	M997	II
K181	II	M998	II
K250	II	ML09	II
M023	II	ML10	II
M024	II	ML11	II
M026	II	ML13	II
M028	II	ML14	II
M030	II	ML15	II
M031	II	ML16	II
M032	II	ML17	II
M034	II	ML18	II
ML19	II	PB93	II
MN01	II	PB94	II
MN04	II	PB97	II
MN05	II	PD62	II
MN30	II	PE96	II
MN32	II	PV47	II
MY77	II	Z215	II
PA66	II	PB91	II
PB92	II		

Appendix 3 (FREQUENTLY ASKED QUESTIONS ASKED AT ASP #1) to Annex I of External SOP for ASP #1

1. How do I get operational load ammunition? Is it the same as training? A: No, it is not the same. V Corps units have to go through the 19th CMMC to obtain approval; USAREUR (non V Corps) units have to go through 200th MMC . The ammunition is then ordered, and the unit can pick it up.
2. Can I fax a copy of the DA 1687 to the ASP? A: No, You must have the original DA 1687 on file at the ASP. The signatures need to be the original signature. You can fax it to the ASP for a review. The ASP will review it and fax it back to you if there are problems so you can correct them and then bring in a correct original. Also, make sure the commander's signature on the 1687 matches the Assumption of Commander orders we have on file. This must also be current.
3. Can I draw ammunition with a fax copy of the DA 581? A: No, You can schedule an appointment using a faxed copy for us to review. We will review it and, if it requires corrections, fax it back to you. However, you will not be issued ammunition until a (correct) DA 581 with original signatures is brought to the ASP. The signatures in block 13c and 14c need to be on the original DA 581.
4. How far out can I schedule an appointment at the ASP? A: You need to schedule your appointment at least 72 hours from the issue date. A turn in can be scheduled as you draw the ammunition. You can schedule an appointment a month out, if necessary.
5. How long will my appointment be held if I am late? A: Your appointment will be honored for thirty minutes. After that time, it is cancelled. If you do not call the ASP in advance to notify them that you will be late, you will not get an appointment that day. If you call, and our schedule will allow it, we will put you on stand by for that day. If our schedule is full with other units, you will need to reschedule for another day.
6. What is a “Stand By” appointment? A: A stand by appointment is one that will be worked if the ASP has an opening in the schedule. If the ASP cannot get to the stand by's, you will be turned away until you have another appointment scheduled. That is why you need to plan your training (and the ammunition pick up) carefully.
7. Are snow chains required during the winter season? A: Yes, all vehicles are required to have snow chains for their vehicles from 1 November through 31 March, or if there is snow any time of the year. The unit is responsible for ensuring chains will be available for both front wheels and for at least one set of drive wheels.
8. Do I need to be hazardous cargo or Haz 11 certified to pick up 1.4S ammunition? A: No, as of 21 December 1998, you do not need to be hazardous cargo certified to pick up 1.4S ammunition.
9. Can an 0-4 (P) sign block 13a on the DA 5811-R Certificate-Lost or Damaged Class 5 Ammunition statement? The 0-4 (P) can sign this block, if he/she is under orders as the Bn Commander or equivalent. (i.e the 0-5 is on leave, the 0-4 (P) is newly assigned to the Bn and is replacing the 0-5) The appointment orders need to be on file at the ASP prior to the unit drawing the ammunition, or turning ammunition in.

Appendix 3 (FREQUENTLY ASKED QUESTIONS ASKED AT ASP #1) to Annex I of External SOP for ASP #1

10. Does a document (DA Form 581) that requires a 15-6 investigation freeze my account at the ASP?
A: Initially yes, once the 15-6 investigation is initiated, and the ASP assigns a document number to it, the account is active again. Initiation occurs when an investigation officer is assigned. We must have a copy of the signed appointment orders for the AR 15-6 investigating officer to go on file with the frozen DA Form 581.
11. Does a training DA 581 (for issue) require a signature in block 14a? A: If the document is accompanied by a TR (Training Request produced by TAMIS), and the ASP has received the TR through the TAMIS system, the answer is no.
12. Who signs the DA 581, block 13a, for my documents? A: One of the personnel that is listed on your DA 1687 (Delegation of Authority). They must be a E7/GS-7 or above that has a YES in the REQ column of the DA 1687.
13. What happens during the turn in process, when I have more ammunition then I drew? A: You should try to identify the document that it came from, if not, it will be processed as amnesty ammunition.
14. Why didn't I get credit for my turn in? A: The turn in transaction may not have taken to the system. The unit should contact the ASP or the 7th ATC for assistance.
15. Can the ASP pre pull our ammunition for my issue, as I am coming a long way to ASP 1? A: No, the ASP only issues ammunition to customers as they arrive at the ASP. We cannot pre pull based on your commitment. In many cases, the unit changes its plans, and the ASP must put the ammunition back into its stocks.
16. Why do I get thrown out of the ASP when a live round is found in my residue? A: There is zero tolerance on live ammunition in residue. You must pre-screen the residue, have an officer (2LT or above) in your chain verify it, and then schedule the turn in appointment. There is a signed statement on the DA Form 581 for residue turn-in stating there is no live ammo in the residue. Live ammunition in residue is a severe safety hazard. If live rounds are found during turn in, you will be thrown out of the ASP and will not be allowed back until the ASP receives a letter signed by an O-5 or above stating that the brass has been properly re-screened and does not contain live rounds or unfired primers.

Appendix 3 (DO'S AND DON'TS) to Annex I of External SOP for ASP #1

1. Do not bring following items into the ASP:

Petroleum	Cameras	Flame-producing devices	Oil	Axes
Compressed gas bottles		Lubricant	Shovels	Cellular phones
Crowbars	Weapons	Radios		

2. Do meet the following Transport Requirements:

a. Do ensure that vehicles sent to the ASP meet required safety standards prescribed in USAREUR Regulations (UR)55-1, 55-4, and 55-355. USAREUR Regulations 55-4 and 55-355 describe requirements for transporting ammunition and explosives.

b. Do ensure drivers are briefed on safety requirements and emergency procedures for transporting explosives and ammunition (UR 55-4).

c. Do ensure drivers are Haz 11 qualified and have ADR certificate with them. Not required when transporting only Cat 1.4S.

3. Do ensure your unit meets the minimum Vehicle Safety Equipment Requirements for an ammunition pickup include the following items as prescribed in UR 55-4:

- a. First Aid kit (with emergency blanket & rubber gloves when transporting over public roads).
 - b. One (1) each 5 lbs. Capacity or 2 kg dry powder, and one (1) each 15 lbs. capacity or 6 kg dry powder fire extinguisher with valid fire department inspection seal.
 - c. Two metal reflective orange warning signs with a black border.
 - d. Two warning triangles with red reflectors.
 - e. Two amber-colored portable electric flashing lights w/batteries.
 - f. Sufficient tools to make minor repairs.
 - g. Two chock blocks.
 - h. NBC - mask when picking up HC-Smoke or CS.
 - i. Reflective vests (one per person).
 - j. Tie down straps to secure load.
 - k. Tarpaulin as required (for transport on roads off the GTA).
 - l. Driver must have IN POSSESSION the HAZ 11 certification (awarded after successful completion of a 40 hour course offered at 7th CATC/or Designated USAREUR-approved driver academies).
- NOTE:** Small arms ammunition categorized as Class/Group 1.4S in Table B-1, USAREUR REG 55-4, and ADR 46/47, Ref C, **does not** require a hazardous materials driver training certification (ADR Certificate), regardless of quantity transported.
- m. Each vehicle must have a licensed driver and co-occupant.
 - n. When carrying hydrogen chloride (HC) smoke over public highways, a special inhaler is required for the vehicle driver IAW German law. Dexamethasone (NSN 6505-00-885-6302) is available through the medical supply system known as Turbinaire Decadron.
 - o. A filled eyewash bottle (6505-01-075-0679) when transporting CS.
 - p. Tire chains must be available for both front wheels and for at least one set of drive wheels, from 1 Nov thru 31 Mar, except vehicles that are not designed to operate with chains.
 - q. DA Form 2404 or DD Form 5988-E for vehicle and/or trailer indicating last brake test performed

Appendix 3 (DO'S AND DON'TS) to Annex I of External SOP for ASP #1

4. Issue procedures

- a. Prior to arrival at the ASP for issue.
 - (1) Do submit all requests on DA 581 to ASP #1.
 - (2) Requests must enter the TAMIS computer system at least 10 days before the required delivery date (RDD).
 - (3) Don't request a partial issue (no longer authorized).
 - (4) Do maintain a current DA Form 1687 (Notice of Delegation of Authority-Receipt for Supplies) for personnel authorized (SFC/GS-7 and above) to approve, request, or receive training ammunition at ASP #1.
 - (5) Do ensure current Commander's assumption of command orders or the Property Book Officer (PBO) appointment orders accompany each DA Form 1687.
 - (6) Do verify with ASP #1 that the required ammunition is on hand five days before the RDD for transportation request and two days for an unforecasted request.
 - (7) Do make appointments for pickup at least 72 hours before the RDD.
 - (8) Do fax a copy of the approved DA 581 for review by the ASP 24 hours in advance.
 - (9) Don't use the faxed copy to attempt to draw ammunition. The original DA 581 must be present, and all signatures must be original, for drawing ammo.

b. At the ASP

- (1) Do provide enough vehicles to transport requested ammunition. Ensure vehicles meet required safety standards using DD Form 626.
- (2) Do provide personnel to load and tie-down vehicles. Units must provide their own tie-down straps or blocking and bracing material necessary to secure the load.
- (3) Do provide one armed guard for each vehicle transporting Category I and II ammunition listed in AR 190-11 and DOD 5100.76-M on public roads.
- (4) Do place CAT I and CAT II ammunition in the custody of a commissioned or warrant officer, NCO (Sergeant or above), or DOD civilian (GS-5 or above) according to AR 190-11 and DOD 5100.76-M. A SGT or above must sign block 31b of the DA 581, for CAT I and CAT II ammunition.
- (5) Do place Cat III and IV ammunition under continuous positive control of designated responsible personnel according to AR 190-11 and DOD 5100.76-M.
- (6) Do draw only the quantity of ammunition required to conduct the planned training.
- (7) Do leave ammunition in the original packaging until needed.

5. Missile Firing Reports: Do ensure a report is filled out when expending ammunition for all weapon systems listed in DA Pam 700-19 (TOW, DRAGON, and HELLFIRE missiles as well as for every MLRS RPC).

6. Turn-In Procedures

- a. **DON'T allow live ammunition to be found during salvage and/or residue turn-ins.** This will cause the unit to be suspended and rejected. The ASP will require reinspection by an officer of the customer unit and recertification by the first O-5 (LTC) in the chain of command.
- b. Do coordinate turn-in dates with the ASP during the units' pickup appointment.
- c. Do give the ASP at least 72 hours notice of the intended turn-in if coordination was not made during the pickup appointment.
- d. Do make separate appointments with the ASP for the unit's "live" turn-ins and "residue" turn-ins.

e. Do count or weigh all its residue items before arriving at the ASP.
Appendix 3 (DO'S AND DON'TS) to Annex I of External SOP for ASP #1

f. Do prepare separate turn-in documents on DA Form 581 for "live serviceable," "unserviceable ammunition," and "residue" of expended ammunition

g. Do load serviceable and unserviceable ammunition by type in separate trucks, if possible; separate vehicles reduce handling and speeds the turn-in process plus ammunition accountability and safety hazards of mixing live rounds in residue or salvage.

h. Do check contents prior to the turn-in and set to "safe" position if applicable if boxes containing time fuzes or time-fused ammunition have been opened,.

7. Reconciliation of accounts and clearing the ASP.

a. Do account for all training ammunition losses indicated by missing residue items.

b. Do inspect all components of expended ammunition and associated packing materials required for turn-in [performed by an NCO (E-6 or above) or an officer].

c. Do explain the loss for shortages that exceed residue limits in App D, UR 700-130. Do this with a certificate typed on DA-Form 5811-R (instructions for DA Form 5811-R are in DA PAM 710-2-1.

d. Do ensure it has the Battalion Commander's signature when:

(1) Any residue shortage that exceeds the allowable losses specified in App D, UR 700-130, was solely the result of the nature of the training event that prevented collection of all residues.

(2) That the action has been taken under provisions in AR 190-11 or AR 735-5 (if applicable) to determine the cause of the shortage.

e. Don't have the Battalion Commander sign this certificate before shortages are known.